

THE MSUNDUZI MUNICIPALITY

TENDER NOTICE

SPECIALISED CONTRACT No. SCM 54 OF 17/18

**PROVISION OF AD-HOC IMPLEMENTING AGENT SERVICES, WHICH WILL INCLUDE
BUILT ENVIRONMENT PROFESSIONALS SERVICE AND CONSTRUCTION SERVICES
FOR HUMAN SETTLEMENT PROJECTS TO BE LISTED ON THE MUNICIPAL SUPPLY
CHAIN DATABASE FOR PROJECTS MORE THAN ONE MILLION RAND
(>R1 ,000 ,000.00) IN VALUE**

The Msunduzi Municipality hereby invites tenders from suitably qualified and experienced Implementing Agents or Constructors for inclusion onto the above database to be engaged on an "as and when" required basis. Only Service Providers who are Level 1 and Level 2 B-BBEE Contributors will be considered for appointment.

Tender documents will be available to tenderers from **14h00 on Wednesday, 28 February 2018**. Tender documents can be downloaded and printed at the tenderer's cost from the National Treasury e-Tender Publication Portal on www.etenders.gov.za.

Printed copies of the tender documents shall also be available from **14h00 on Wednesday, 28 February 2018**, from the Supply Chain Management Unit Offices, 5th Floor, A S Chetty Building, 333 Church Street, Pietermaritzburg, at a non-refundable tender deposit fee of R799.14 (including VAT) for each document drawn. Only cash, bank guaranteed cheques or EFT payments will be accepted.

For technical enquiries regarding the scope of works, please contact Phumlani Gumede on either Tel. No. 033 392 207 1 or e-mail: phumlani.gumede@msunduzi.gov.za

For Supply Chain Management related matters, please contact Fundile Zondi on either Tel. No. 033-392 3093 or e-mail: fundile.zondi@msunduzi.gov.za

A compulsory Tender Briefing Meeting for the above project will be held at 10h00 prompt on Wednesday, 14 March 2018, in the Human Settlements Boardroom, 4th Floor, Gallwey House, 19 Gallwey Lane, Pietermaritzburg, 3201. Only one Tender Briefing Meeting will be held. An official will chair the meeting and answer queries raised by prospective Service Providers. Any amendment to the tender documentation arising from such answers will be circulated in terms of the meeting's attendance register. ***Service Providers arriving at the meeting after the stipulated starting time will be disqualified. Service Providers attending the meeting must be in possession of a Tender Document failing which the Service Provider shall be disqualified. Service Providers producing only the Tender Briefing Certificate at the meeting will not be considered.*** No Service Provider will be allowed to represent more than one (1) Company at the meeting. Only one representative per Company or Joint Venture or Consortium will be allowed to attend the above meeting.

No Tenderer will be allowed to purchase or collect tender documents after 14h00 on 13 March 2018, and the Msunduzi Municipality will not be held liable for any loss or damages sustained by the Tenderer in this regard.

Sealed tenders endorsed on the envelope "**Specialised Contract No. SCM 54 of 17/18 and the Contract Description**" must be placed in the Tender Box located in the Foyer, Ground Floor, City Hall, 169 Chief Albert Luthuli Street, Pietermaritzburg, not later than **12h00 on Wednesday, 04 April 2018**, when they will be opened in public. Only tenders placed in the tender box shall be accepted. Under no circumstances whatsoever will any extension of time be allowed for submission of tenders.

Tender Validity period: Three (3) months commencing from the closing date of the tender.

Tender Adjudication/Evaluation Criteria: The tender shall be evaluated on a Two Stage Evaluation System – Stage One: Functionality and Stage Two: 80/20 Preference Point System in accordance with the Preferential Procurement Regulations, 2017, issued in terms of section 5 of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000.

The Functionality for Stage One shall be evaluated on the following criteria: -

Key Aspect of Criterion	Max. Points	Basis for Points Allocation	Max. Score	Verification Method
1. Experience of the Implementing Agent <i>Experience is relevant and applicable to the construction industry and housing development in general. Experience should demonstrate due competency in low income projects, and specifically of projects of a similar nature.</i> <i>Experience should also demonstrate a clean proof of knowledge, relevant capacity of key resources and / or Professional Team to transparently manage the project requirements in terms of both technical and social aspects.</i>	45	a) Project Value: 1 Point for every R20million Project Value.	10	List of projects and appointment letters or completion certificates to be attached
		b) No. of Human Settlements Projects Undertaken: 1 Point per housing Project	10	List of projects and completion certificates/ appointment letters to be attached

		c) Project Types Undertaken: 1 Point per project type. <ul style="list-style-type: none"> • Social Housing • Community Residential Units (CRU) • Breaking New Ground (BNG) • Integrated Residential Development Programme (IRDP) • Finance Linked Subsidy Programme (FLISP) • Rectification of Old Stock. • Medium to High Income Housing • Service site Programme • Interim basic services • Emergency Housing Programme 	10	List of projects and completion certificates/appointment letters to be attached
		d) Locality Within Msunduzi Within KwaZulu Natal Outside KwaZulu Natal	15 10 0	Proof of business address to be attached (Municipal Account or Lease Agreement with Leaser's Municipal Account)
2. Resources organogram	10	Clearly indicate the resources and their associated roles and responsibilities: 1 point per resource identified and their roles and responsibilities.	1 for each resource and responsibilities	List of identified resources and their responsibilities

3. Stakeholders organogram	10	Clearly indicate the stakeholders and their associated roles and responsibilities: 1 point per resource identified and their roles and responsibilities.	1 for each stakeholder and responsibilities	List of identified stakeholders and their responsibilities
4. Risk Areas	20	Clearly identify and define the key genetic risks areas associated with the Human Settlement project. 2 points per risk identified and 2 points for mitigation solutions. Maximum 4 points per risk.	2 for each risk and mitigation solution	List of identified generic risks and mitigation solutions
5. Project Management <i>Display competence in preparation of various scopes of works including setting of appropriate activities/tasks, time frames and cash flow analysis to ensure sustainability throughout the project cycle and clear ability to regularly report progress and deal with interim project requirements culminating in close out.</i>	15	Should display appropriate, applicable and relevant management skills on previous similar assignments. 3 points per activity identified and explained	3 points per activity identified and explained	List of activities identified and explained.
Total	100			
Threshold	70% (70 Points)			

The Council does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or any part of a tender. Each tenderer will be informed of the tender result. The Council expects businesses within the Pietermaritzburg and Midlands Region to support its contract and affirmative action programmes.

SIZWE HADEBE (MUNICIPAL MANAGER)